

**Homer Central School District
PO Box 500
Homer, New York 13077-0500**

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**Michael J. Falls
Director of Business and Finance**

MEMORANDUM

To: BOE/Kelli Yacavone, District Clerk
From: Michael J. Falls, Director of Business and Finance
Re: Budget Development Calendar
Date: November 15, 2013

Please find attached, for your information, the final draft of the 2013-14 Budget Calendar for your approval. I would be happy to answer questions that you may have concerning this document.

BUDGET DEVELOPMENT CALENDAR-FINAL DRAFT
Homer Central School District
2013-14

| Date | Action |
|--------------------|--|
| 10/17/2013 | Review Draft of the Budget Development Calendar w/ Budget & Finance Committee |
| 11/5/2013 | BOE Meeting Budget Development Calendar presented as a Draft. |
| 11/14/2013 | Budget Materials Presented To Administrative Team/Departments Principal/Department Heads meet with staff to determine budgets. |
| 11/18/2013 | BOE Meeting Budget Development Calendar adopted by the BOE. |
| 12/20/2013 | BOCES Initial Requests due at BOCES for 14-15 |
| 1/7/2014 | BOE Meeting JHS Present Estimate of Revenues/Expenses (GAP) Review/Discuss Budget Guidelines |
| 1/7/2014 | Furniture/Equipment Requests due at District Office |
| 1/15/2014 | Superintendent's Forum 6:30 pm at Homer HS in Room 58 |
| 1/21/2014 | BOE Meeting-Public Hearing Adopt Budget Guidelines Presentation of: Employee Benefits, Debt Service Review of Tax Cap Discuss Tax Levy Limit Percentage |
| 1/24/2014 | Final Building/Department Budgets returned to District Office |
| 1/28/2014 | Budget Work Session |
| 2/4/2014 | BOE Meeting Discuss Tax Levy Percentage Present Program/Staff Enrollment Present Revenue Assumptions |
| 2/11/2014 | Budget Work Session |
| 2/17/14 to 2/21/14 | Winter Recess |
| 2/25/14 | BOE Meeting Tax Levy Percentage-BOE Approval Present 2014-15 Operations/Maintenance, Transportation and General Support Budgets to BOE for review and comment. |
| 3/1/2014 | Tax Levy Limit due to OSC and SED |
| 3/4/2014 | Budget Work Session |
| 3/11/2014 | BOE Meeting Review of Preliminary Estimates of Revenue/Expense Present possible additions and reductions |
| 3/15/2014 | Superintendent Forum 9:30 am at Homer HS Room 58 |
| 3/18/2014 | Budget Work Session Present Governor's Run of State Aid Present Fund Balance Projections |
| 3/25/2014 | BOE Meeting-HES Present 2014-15 Instructional and Special Education Budgets. |

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| | Present identified additions and reductions |
| 4/1/2014 | Budget Work Session-If Necessary |
| 4/5/2014 | Legal Notice of School Budget Hearing and Budget Vote. Must advertise four times within seven weeks of the vote. |
| 4/8/2014 | BOE Meeting Tentative Final Budget Adoption |
| 4/15/2014 | Budget Work Session If necessary to adopt the 2014-15 Budget |
| 4/21/2014 | Deadline for BOE Candidates to submit petitions for nominations. |
| 4/21/2014 | Last Day to submit petitions for propositions to be placed on the ballot. |
| 4/18/2014 to 4/25/2014 | Good Friday/Spring Recess |
| 4/25/2014 | Last Day for BOE to Approve 2014-15 Budget |
| 4/26/2014 | Property Tax Report Card Must Be Submitted to SED Property Tax Report Card Must Be Transmitted To Local Newspapers |
| 4/28/2014 | BOE Meeting BOCES Budget Vote |
| 4/29/2014 to 5/6/2014 | Budget Statement and required attachments must be made available, upon request, at each school building and at the district office, public or free association library and on the district's website at least 7 days before Budget Hearing date and at least 14 days before the Budget Vote. |
| 5/6/2014 | Budget Hearing 7-14 Days before Budget Vote Day |
| 5/7/2014 | Mail Budget Notice to eligible voters after the Budget Hearing. |
| 5/20/2014 | Homer CSD Budget Vote Homer HS Music Building 7:00 am to 9:00 pm |
| 6/17/2014 | NYS Budget Revote Day |